



STATE OF ARKANSAS
TOWING & RECOVERY BOARD
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Tommy Brown,
Citizen Representative
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MINUTES
June 02, 2010

The Arkansas Towing & Recovery Board convened on Wednesday, June 02, 2010 at 9:44a.m. in the 1st conference room number 170 of the Attorney General's Office, Tower Building at 323 Center Street, Little Rock, Arkansas. Chairperson Glenna Butler called the meeting to order with roll call. Chairperson Glenna Butler, Vice- Chairperson Wayne Edwards, and Members: E. L. Jacobs, Avon Phillips Jr., Mary Thoma, and Tommy Brown, were in attendance. Board Director Cynthia Lauen, Clerical Assistant April Staggs, Board Investigator Gary Ashcraft, Board, and Board Legal Counsel Meredith Rebsamen, were also, present. Consultant B.G. Hendrix, Treasurer Noel Foster, Members Ronnie Walker, and Charles Bokker, Jr. were not present.

Chairperson Glenna Butler confirmed members had received the Minutes from the April 27, 2010, meeting with a Motion by Brown and a 2nd by Edwards, the Board voted 6-0-3 to accept the Minutes as written.

Director Lauen reported expenditures of \$ 4,582.10 and revenues of \$ 10,146.17 for a checkbook balance as of June 1, 2010 of \$ 131,002.05.
(Note: Copy Treasurers' Reports are filed with these Minutes).

On-Going Business

1. **Progress Report:** Clerical Assistant Staggs reported as of June 1, 2010: 44 non-consent safety licenses; 61 new, 47 1st renewal, and 35 2nd renewal non-consent permits; 23 consent safety licenses, 11 new, 05 1st renewal, 12 2nd renewal and 04 Trailer consent permits were issued, 18 walk-in applications, 02 applications with deficiencies, and 38 unprocessed applications. (Note copy of Clerical Report is filed with these Minutes).
2. **Complaints Report:** Board Investigator Ashcraft reported as of May 28, 2010: 21 telephone complaints, 12 written complaints, and 0 Notices of Non-renewal were sent. An estimated 70 pending complaint investigations, 03 pending complaint hearings, and 11 closed complaints. 00 Offer of Settlements were sent. The complaints were broken down into itemized categories on the report. (Note: copy of Complaint Report is filed with these minutes)
3. **Administrative Appeals:** Board Council Rebsamen reported on 5 complaints on appeal:
 - A. **Complaint No. 06-12-158:** Asher Wrecker Service, Inc.: Issue with the record and requested a hearing waiting to hear back from the court.

- B. **Complaint No. 08-11-061 and 08-12-070:** Steve's Auto Center of Conway, Inc.: Waiting for declaratory judgments. Appeals are still pending, waiting on briefing schedule on appeals.
- C. **Complaint No. 08-06-150:** Gene Zajac DBA Blue Hill Wrecker Service: Record has been filed waiting on a briefing schedule approval and a hearing has been requested.
- D. **Complaint No. 09-01-093 and 2009-09-045:** Glover's Transmission and Rear End, Inc; Appeal record has been filed and in process of setting briefing schedule.
- E. **Complaint No. 09-03-110:** Troy Mullins filed an appeal, waiting on briefing schedule.
- F. **Complaint No. 10-10-041:** Lawhon's Towing & Hauling, Inc., filed an appeal, waiting on record and getting a briefing schedule set up.

Old Business

- 1. **Arkansas State Police:** Ashcraft reported we continued work with Captain Mark Allen. On-going discussions has been focused on the education of road troopers on the towing laws.
- 2. **Public Service Advertisements:** Lauen reported no advertisements had been prepared.

Other Business

- 1. **Budget FY 2011:** Lauen presented the FY 2011-2013 budget requests for personnel for the June 24, 2010 deadline for submission and a budget review deadline of July 12, 2010 for submission. After Board discussion, a motion by Brown, 2nd by Phillips, the board voted 6-0-3 to ask for two additional positions, and to accept the proposed Budget for FY 2011-2013.
- 2. **Next Meetings:** July 27, 2010, 1st Floor conference room, # 170 Tower Building, 323 Center Street, Little Rock, Arkansas.

Meeting adjourned 11:08 a.m.

Signed _____
Glenna Butler, Chairperson or
Wayne Edwards, Vice-Chairperson

Attest _____
Cynthia Lauen, Director

Approved _____ (Date)